

REQUEST FOR COUNCIL ACTION

SUBJECT: NAMING OF THE OLD LIBRARY FACILITY BEING USED AS A COMMUNITY ARTS FACILITY AND CONFIRMING THE USE OF THE FACILITY

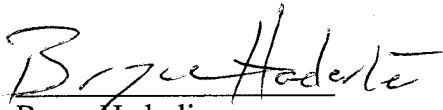
SUMMARY: The users of the old library facility have asked that a name be given so that they can advertise its location. The staff also desires to confirm how the facility will be used to ensure that it complies with the Council's wishes as well as fire and building safety codes.

FISCAL IMPACT: None expected.

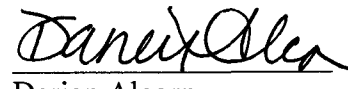
STAFF RECOMMENDATION: No recommendation on a name. For the facility to be used in conformance with the Fire and Building Codes.

MOTION RECOMMENDED:

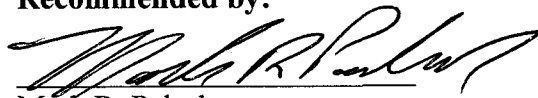
Prepared by:


Bryce Haderlie
Assistant City Manager

Reviewed and recommended by:


Darien Alcorn
Acting City Attorney

Recommended by:


Mark R. Palesh
City Manager

BACKGROUND DISCUSSION: The Old Library Facility (OLF) that the City owns at approximately 1950 West 7800 South is being used by a number of groups affiliated with the City. They have asked if the building can be given a name and the sign in front of the building fit with a sign to assist people in finding it and putting the name on documents etc.

Some names that have been suggested include:

- West Jordan Community Arts Center
- West Jordan Community Center
- West Jordan Theater and Orchestra Facility
- West Jordan Arts Facility

The Council is encouraged to select a name to assist with wayfinding.

The second item is confirming that the facility is being used in accordance with the Council's intent and recommendations of the staff by the provisions in the Fire and Building Codes. The attached plan review provides parameters of the use per the code.

THE CITY OF WEST JORDAN, UTAH

A Municipal Corporation

RESOLUTION NO. 15-187

**A RESOLUTION NAMING THE OLD LIBRARY FACILITY AND ENSURING
THAT THE BUILDING IS USED IN ACCORDANCE WITH THE COUNCIL
DIRECTION AS WELL AS FIRE AND BUILDING CODES**

Whereas, the City owns the Old Library Facility located at approximately 1950 West 7800 South; and

Whereas, the City Council intends to use the facility for a gathering place for the theater arts groups, orchestra and other groups associated with the City; and

Whereas, the City Council desires to ensure that the occupants are safe and that the facility is used in accordance with the Fire and Building Codes; and

Whereas, the City Council desires to use the building to its full capacity and providing for a wide use of benefits to the citizens of West Jordan,

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF WEST JORDAN, UTAH:

Section 1. The City Council hereby names the building the
“_____.”

Section 2. The facility shall be used in accordance with the facility use policy, the addendum specifically written for this building, in accordance with the Fire and Building Codes currently adopted by the State of Utah and the attached plan review unless modifications to the building or use precipitate a new plan review analysis.

Section 3. This Resolution shall take effect immediately.

Adopted by the City Council of West Jordan, Utah, this 23th day of September 2015.

KIM V. ROLFE
Mayor

ATTEST:

MELANIE S. BRIGGS, MMC
City Clerk

Voting by the City Council

"AYE"

"NAY"

Council Member Jeff Haaga	_____	_____
Council Member Judy Hansen	_____	_____
Council Member Chris McConnehey	_____	_____
Council Member Chad Nichols	_____	_____
Council Member Sophie Rice	_____	_____
Council Member Ben Southworth	_____	_____
Mayor Kim V. Rolfe	_____	_____

Operating Procedures for "Old Library"

Purpose

The Operating Procedures for the "Old Library" are to ensure that all parties involved understand their relationship to the building and duties to be performed. This includes but is not limited to maintenance, janitorial duties, building codes and facility policies.

It is the city's recommendation that the West Jordan Arts Council and its entities use the facility for practices, rehearsals, productions and possible storage of equipment. The Arts Council will schedule the facility through Jen Crabb in coordination with Julie Brown. Use and entry of the facility will be by reservation only.

Construction of sets or structures is not allowed in this facility and violates the building code. Construction of any type without the proper building permit will terminate the groups use.

Reservation

Any use of the building must conform to building code and city policy where applicable.

Reservations will be made on a first requested first reserved basis and can be made between 11 months to 24 hours in advance through the Arts Council representative or Julie Brown. Admittance will be denied without a reservation. Unauthorized entry without a reservation will be cause of refusal of future reservations and use.

Access to the building

Access will be via access cards that will be used with the card reader system to open the library doors. The cards are to be obtained from Arlene Farley at City Hall.

Responsibilities

The city may, at its discretion, provide basic maintenance to the facility; changing light bulbs, fixing leaky faucets etc. Maintenance work will be done during city working hours and scheduled at the discretion of the facilities department. Attempts will be made to notify the Responsible Party of maintenance times. At the discretion of the Department, basic maintenance and preparation may, but shall not be required to, be scheduled to accommodate specific reservations. The City will not at any time fund or commit any city resource including labor, to upgrade the building or related facility systems.

The Responsible Party must check the building for safety before each use, report unsafe conditions, and not permit use if unsafe. Any unsafe conditions must be reported to the facilities department immediately, and the building must not be used until further notice from the City.

The responsible representative is required to leave the facility clean, free of trash, garbage and damage, and in substantially the same condition as the facility was in prior to the reserved use. All janitorial work and supplies will be provided by the West Jordan Arts Council. This will include vacuuming, cleaning/disinfecting restrooms and any other common areas, keeping adequate supplies in the restrooms and trash removal.

Security

The City does not place security officers at its facilities. It is the responsibility of the representative to open the building for use and to secure the building after use.

Uses

Uses of this facility must fall within the building code. At no time should the occupancy exceed the building limit.

It is expected that the Arts Council will use this facility to store equipment, rehearse, practice, and hold auditions and small performances. Other uses are prohibited except by Special Event Permit as outline in the West Jordan Facility Use Policy.

Doors

At no time are doors to be propped open. Fire exit and egresses must remain free and open in accordance with city code.

Construction of sets or structures is not allowed in this facility and violates the building code. Construction of any type without the proper building permit will terminate the groups use.

Rules of Conduct

The reserving party is expected to follow the city's rules of conduct as listed in the Facility Use Policy which includes but is not limited to:

- Abide by the time reserved for your use. Remember that others may be scheduled before and after your reservation.
- A responsible adult must be present at all times.
- Inappropriate or indecent conduct, harassment or language is prohibited.
- NO alcoholic beverages are allowed in any City Facility. The representative is responsible for all invitees, attendees and participants.
- NO fireworks, fires or charcoal or gas grills of any kind are allowed.

Memo

To: Bill Bailey
From: Layne Western
cc:
Date: March 27, 2015
Re: Old Library Code Review

Below is a code analysis for the old library to be used as an arts building. I am assuming many things in this review since I do not have a floor plan. Please note that we have been asking for an actual floor plan since August.

Type of Construction: II-B

Occupancy Type: A-1/S-1

Square Feet: 10,608

Fire Sprinklers: No

Stories: 1

Occupant Load: I do not have a layout to figure this, however; max. O.L. will be 299

Number of Exist: 3

Separation of occupancies: IBC 508.2 - Accessory occupancies are areas that are ancillary to the main occupancy of the building or portion thereof. **Aggregate** accessory occupancies shall not occupy more than 10 percent of the building area.

The accessory occupancy rule would allow up to 1,060 square feet of storage space that is ancillary to the main occupancy of the building without separation.

Separation between the A-1 (Assembly) and S-1 (Storage) occupancies will need to be a 2 hour Fire Barrier per IBC 508.4.

If the building is not separated into A-1 (Assembly) and S-1 (Storage) occupancies, storage would be limited to less than 1,060 square feet, and the occupant load would far exceed the maximum occupant load of 299. A-1 buildings with an occupant load of more than 299 requires a fire sprinkler system.

In conclusion, if this building will be used for storage and practices/performances, the 2012 IBC requires a 2 hour Fire Barrier separating the Assembly from the storage, and for the occupant load to be 299 or less. Before any performance would be allowed we will need a floor plan and possibly another exit (depending on the layout and egress plan)

Thank you,

Layne Western
Sr. Plans Examiner